

PLAT SUBMITTAL CHECK LIST

Yes No N/A

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tax Map/Parcel No. _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plat Scale _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Owners Name & Address _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Source of Title (Deed Book/Page) _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Adjacent Names & Tax Map Numbers _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Surveyors Seal w/original signature) _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vicinity Map _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing structures _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing Drainfields _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing utilities _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed utilities _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot numbers _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Acreage of each lot _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building setback lines _____ Corner lot _____ Double front _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Surveyors Certificate _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Owners Certificate _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing road names/Route No. _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed access easement width _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed road names (Easement w/3+ lots) _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Curve data (radius, central angle, tangent length, chord bearings, chord distances, arc) _____

Divisions: (General)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Entrance separation _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A-1 & RA minor division only (check last time divided) _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Required road frontage at front setback _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Less 10 acres depth-to-width ratio of 5:1 _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Access easement length (1000' less than 5.0, 2500' 5 acres+) _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Adjacent to Agricultural and Forestal District _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Property in Agricultural and Forestal District _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Required Agricultural and Forestal District buffers per committee _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Watershed Overlay District _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Watershed Buffers _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floodplain on Property _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	House Location Outside Floodplain _____

Family Divisions: Art. 613

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Family Partition note per 613.6.4 _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Access easement property owners consent letter(s) _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Family Partition Affidavit _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Original deed for current transfer _____

Rearrangement: Art. 614

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Greater than 25% increase, note referencing no divisions for 5 years _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rearrangement notes clear _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ex. Structures & drainfield locations _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Check setbacks from new property lines to ex structures _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Owners consent from all properties _____